

TEM Process for Vendors to test Software Capabilities for Full-Service

The Test Environment for Mailers (TEM) is a test platform designed to allow vendors to test software capabilities to submit electronic mailing information such as Full Service (FS) mailings to the Postal Service. In this platform vendors are able to send and receive Mail.dat or Mail.XML files that will use the same field validations and business rules for mail acceptance. Prior to postage finalization, TEM will capture, log, and display error information. Vendors can make adjustments or modifications to their software code and Mail.dat or Mail.XML population, as needed, based on the test results.

Vendors are now able to test Web Service Cloud Based Solutions. Vendors must be able to demonstrate their ability to provide accurate addressing, label printing, presort, accurate billing and tracking utilizing web service Cloud Based Solutions. Through TEM vendors will be able to send and receive Mail.XML files in the same fashion as testing software products.

There are six steps for identifying and testing software capabilities for electronic documentation capabilities. Once all steps have been completed successfully, the vendor software will be authorized for tested capabilities. Available capabilities range from simple mailings to Full-Service copalletization.

Initiate Account on the Business Customer Gateway (BCG)	<ul style="list-style-type: none"> Access BCG by going to: https://gateway.usps.com Click on the "New User Registration" link on BCG Main Page. Create a Business Account by entering the requested information to generate a business account username and password, and by clicking "Create Account". Once your account is created, you will see a list of the available business services in the Favorite Services. <ul style="list-style-type: none"> If you do not see "Mailing Services" located under Favorite Services, select "Edit Services" to add Mailing Services to your Favorite Services to your profile. Under the "Favorite Services" section, click on "Mailing Services" and go to Electronic Data Exchange and click on "Go to Service".
Fill Out the Vendor Enrollment Tool to Determine Relevant Test Scenarios	<ul style="list-style-type: none"> Access RIBBS. Select Certifications link on the left Blue Information bar then select "eDoc & Full Service." Under Important Links scroll to the bottom to locate the link "Vendor Enrollment Tool". Complete Step 1 thru 4 <ul style="list-style-type: none"> When the Enrollment Tool opens, users must Enable Content button located at the top of the page. Go to the Vendor Tab to display the information page to complete Select either Mail.dat or Mail.XML Complete all software information and identify the classes of mail and the capabilities which you desire to test. <ul style="list-style-type: none"> Save the file.
Generate, Submit, and Review Test Files	<ul style="list-style-type: none"> Under Mailing Services, select the "Electronic Data Exchange" to access TEM Under the Test Environment for Mailers section, the user will select the "Start Testing – Notify the Help Desk" link for either Mail.dat or Mail.XML Under the Test Environment for Mailers (TEM) – <ul style="list-style-type: none"> For Mail.dat: Select the Download Client Application link (either Windows or Solaris depending on your operating system) For Mail.XML: Download Mail.XML WSDL (Web Services Description Language) Files. More detailed information how to submit your file to TEM can be located in the <i>Mail.dat Job Submission in the Test Environment for Mailers (TEM)</i>, click here and for Mail.XML, click here. Submit test mailing jobs meeting the test scenarios identified in the Vendor TEM Enrollment Tool. <p>Note: Vendors may submit as many practice files as needed.</p>
Submit Completed TEM Enrollment Tool with Test File Job Identification Numbers	<ul style="list-style-type: none"> Complete the remainder of the Enrollment Tool through Step 7 noting the Job Identification number(s) and save the file. Submit Completed TEM Enrollment Tool with Test File Job Identification Numbers
Review Finalize Postage Statements and Review outputs of Test Scenarios	<ul style="list-style-type: none"> For Mail.dat: Use the <i>PostalOne!</i> Mail.dat client application to check the Validation/Upload History and Common Errors of the Mail.dat files submitted. For Mail.XML: Check the XML messages for errors on files submitted. Confirm that <i>PostalOne!</i> dashboard outputs were accurately generated.
Record Capabilities and Issue Authorization	<ul style="list-style-type: none"> The Help Desk will record the vendor name, software name, software version number, and approved capabilities on the Certified FS Vendor Detailed List posted on RIBBS. <ul style="list-style-type: none"> If the vendor does not wish to be included in the Capability Tracking Matrix posted on RIBBS, they may opt by indicating this in Section 1 of the TEM Enrollment Tool. Once all submissions pass USPS CAT review, the vendor will be notified via email the application is approved.
Resolve Issues	<ul style="list-style-type: none"> If you encounter issues with your test, please contact the Help Desk at 800-522-9085. Be prepared to supply the job ID that you submitted.

For more detailed information to test software capabilities go to RIBBS at [TEM Guides for Vendors](#).